Section: General Billing Information

1.8 National Provider Identifier (NPI)

The National Provider Identifier (NPI) is a Health Insurance Portability and Accountability Act (HIPAA) Administrative Simplification Standard. The NPI is a unique identification number for covered health care providers. Covered health care providers and all health plans will use the NPIs in the administrative and financial transactions adopted under HIPAA. The NPI is a 10-position, intelligence-free numeric identifier (10-digit number). This means that the numbers do not carry other information about healthcare providers, such as the state in which they live or their medical specialty.

If you are a health care provider who bills for services, you must have an NPI. Obtaining an NPI is free and easy. The first step is to get your NPI. **If you delay applying for your NPI, you risk your cash flow and that of your health care partners as well. Your Medicaid claims will deny if your NPI is not on file with Medicaid.**

You may obtain your NPI through the National Plan and Provider Enumeration System (NPPES) as listed below:

By Telephone
1-800-465-3203   (NPI Toll-Free) 1-800-692-2326   (NPI TTY)
By E-mail
customerservice@npienumerator.com
By Mail
NPI Enumerator PO Box 6059 Fargo, ND 58108-6059

Once you obtain your NPI from NPPES, report it to Mississippi Medicaid/ Xerox. Prepare a facsimile cover page and include the following information in transmitting your NPI information to the Xerox Provider Enrollment fax number, 888-495-8169:

1   Provider Name
2   The name of a representative in your organization to be contacted
3   A direct telephone number
4   A fax number
5   An email address
6   NPI – Please indicate whether the NPI is for an individual, group, or facility
7   8-digit MS Medicaid provider number that corresponds to the NPI listed
8   A servicing address which corresponds to the NPI and 8-digit Medicaid provider number
9   A copy of the NPI CMS certification form

You may also use the NPI Submission Form to submit your NPI to Mississippi Medicaid. The form

is located at https://ms-medicaid.com/NPI%20Submission%20Form.pdf . It is recommended that you print the completed form and fax it, along with the NPI Certification Form, to Xerox Provider Enrollment at 601-206-3015. If the NPI Certification Form is not included with your NPI information, the NPI will **NOT** be entered on your Medicaid provider file and the incomplete NPI information will be returned. You may contact Xerox Provider and Beneficiary Services at 1-800-884-3222 if you have additional questions or to verify your NPI has been added to your provider file.